

**PUBLIC WORKS & FACILITIES COMMISSION
REGULAR MEETING
WEDNESDAY, DECEMBER 9, 2015
TIME: 7:00 P.M.
MUNICIPAL BUILDING
ROOM 208
MIDDLETOWN CONNECTICUT**

Members Present: Councilman Carl R. Chisem
Councilman Thomas Serra
Councilman Gene Nocera
Councilman Sebastian Giuliano
Councilman Philip Pessina

Staff Present: William Russo, Director of Public Works
Christopher M. Holden, P.E., Deputy Director of Public Works

Others: Jeff DeFavero, 218 Atkins Street, President of Kiwanis Club
Karen Nocera, 64 Reservoir Road, Vice President of Kiwanis Club
John DiMarro, 38 Timber Hill, Cromwell
Phil Cacciola, 17 Lorelei Circle
Kathy Kennedy, 81 Castanea Court
Mike Doherty, Landscape Architect, Millone & MacBroom

Chair Chisem opened the Public Works & Facilities Commission meeting at 7:04 P.M. Chair Chisem requested a motion to approve the minutes dated October 14, 2015. Motion to approve the minutes was seconded and approved unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

Jeff DeFavero, 218 Atkins Street resident and President of Kiwanis Club, spoke in regards to the work being done to the parks. He would like for the Kiwanis club to be a part of the renovation project as their one of many community involvements.

Karen Nocera, 64 Reservoir Road resident and Vice President of Kiwanis Club, mentioned adding on to the playground at the top of Veteran's Memorial Park as a means of contributing to the Kiwanis annual fundraising of handicapped playgrounds.

Philip Cacciola, 17 Lorelei Circle and previous ADA Coordinator for the City of Middletown, mentioned that the playscapes around the City were re-done to be fully-accessible to those with handicapped disabilities. He also stated that most people come to Middletown to use the playscapes because it is well known that they are all handicapped accessible, unless they were grandfathered in.

Commissioner Nocera stated that it is encouraging that the community is looking to potentially connect with the needs of residents and visiting residents. He thanked Jeff and Karen for showing up and expressing their needs to help.

Kathy Kennedy, 81 Castanea Court, stated that during the October 11, 2014 snowstorm some of her trees sustained substantial damage. The Risk Manager's office told her that she would be put on a list to have the situation addressed. The commission decided to wave the rules with the understanding that

only public comment can be conducted if it is in relation to items on the agenda. Kathy continued to describe the situation further by mentioning that on June 25, 2015, a large portion of a damaged city tree came down on her shed. Another notice was put in to the city and was then re-evaluated. She was told that the portion of the tree that fell could be removed, but not any of the damaged trees. The city arborist has since flagged 17-19 city trees due to the conditions and limbs falling into the yard. Councilman Serra stated that the budget needs to be assessed because it is the responsibility of the City to obtain what is needed to take care of the situation due to the liability concerns. Director Russo stated that he will speak with General Counsel in regards to sorting out funding aspects and that he will report it to the commission via email.

CORRESPONDENCE:

Director Russo stated that Sal Nesci's email was distributed in the agenda. This email pertains to the appropriation for the shooting range at the reservoir, which is also item 5d on this agenda. His letter states that he personally attests to the excessive sound from the firearms that are being used at the shooting range. He also believes that the decibel levels exceeds those outlined in the city ordinance. However, he understands the necessity for law-enforcement to practice shooting, so he supports an appropriation to enhance any sound deafening measures that are in place.

Councilman Serra stated that he has a letter that he wanted to bring to the commissions attention as well as putting on record. The letter was issued to Chief William McKenna, written on behalf of the Westfield Residents Association dated June 20, 2013. The letter is in regards to the noise coming from the firearms at the Dingwall Horan Joint Firearms Training Facility. Much of the Westfield area of Middletown is affected by this noise and it was requested that the City take steps to reduce the noise for both the residents and others using the nearby city parks.

NEW BUSINESS:

- a. Monuments On Veterans Green – Director Russo stated that he is going allow John DiMauro and Phil Cacciola take the floor. John represents the Disabled American Veterans, Chapter 7. He attended the meeting to get the blessing to put a Disabled American Veterans for life memorial on the Veterans Memorial Green on Washington Street.

Director Russo stated that this passed in the design review. It also went through the Council of Veterans and was approved a week ago. The next steps would be to send it to the Commission on the Arts and the Common Council. If all is approved, it will be in the January 2016 Council meeting.

The memorial will represent all the branches of the service. This includes the Army, Navy, Marines, Navy and the Coast Guard. It is dedicated to the deceased and living Disabled American Veterans, past, present and future. It is the only monument that represents all branches of service, and is the first monument in the state of Connecticut. The blessing has already been received from the Chapter 7 Disabled American Veterans, Middletown Council of Veterans, the Department of the State of Connecticut Disabled American Veterans and Mayor Daniel T. Drew.

It was requested that the City install the base for the memorial and wire for the illumination of the memorial. They plan to fundraise 100% through Chapter 7, from Middletown, Connecticut. This memorial will be located down by Veteran's Way near Washington Terrace. This will be visible from Washington Street.

Director Russo stated that the footings for the site will cost minimal using the City backhoe. He believes that it will be approximately less than \$3,000.00. Curb cuts will need to be installed to allow the disabled to enter the memorial.

The target date for installation is Veterans Day 2016. It may even be the year after depending on the time frame for the fundraising. Future plans for benches and sidewalks were discussed.

John and Phil brought up the fact that the monuments throughout the city need to be maintained. With that said, they asked if the City would consider funding \$10,000.00 for the first year to bring in a professional restoration company or individual to start with the Soldier's Monument. From there, they will then decide which ones need work to keep all 16 monuments in the City maintained. Councilman Serra stated that he would like him to find out what the cost is to maintain these monuments so that the Council will have a ballpark figure for the budget. This will save money over time if they are maintained so that restorations will not need to be completed.

Director Russo stated that LOCIP money can be looked into for funding. If this is set up now, the money can be available for May 2016.

A motion was made by one of the commissioners stating that City will take care of the first two monuments and the additional requested area for curb cutting. It was also stated that the price range should be looked at and kept on the agenda for the next meeting so that a maintenance schedule can be put in place. The motion was seconded by Commissioner Pessina and approved unanimously.

- b. Millone & MacBroom Presentation On Tennis Courts – a motion was made to move item 5b to the end of new business. Motion was seconded and approved unanimously.

Director Russo introduced Mike Doherty. He stated that he has asked him to do a presentation to the committee regarding the tennis court renovations. He also stated that he would like to keep this project moving and that the money is available.

Mike went over the master plan regarding the tennis courts at Woodrow Wilson Middle School and Pat Kidney Field. This is a 6 court system which was budgeted in the Woodrow Wilson estimate of improvements. He stated that a geotechnical engineer was hired to evaluate the surrounding areas and the soil quality. Drainage, wetlands and vegetation were also discussed. There are some wildlife that exist in the stream, but no fish due to dry summer months.

There are plans for future parking in the front of the tennis courts along Newfield Street with a loop in and out; 16 spaces on one side and 14 spaces on the other. Handicapped spaces and a fully accessible sidewalk on both sides of the tennis courts will be installed. The fence will be assembled with gates wide enough to fit an ambulance if needed. There is no lighting or security cameras in the contract as of now, but future plans were discussed. Drainage techniques were discussed such as using stone, fill, concrete and shrubbery in place of the damp areas.

There is \$749,000.00 set aside for these renovations. The cost to complete the work is at \$759,000.00. The subtotal is \$690,000.00 with \$69,000.00 added for contingency. The tennis courts should last around 20-30 years if it is resurfaced and maintained. This cost is based on previous work that was completed, so the firm is comfortable giving these numbers.

A motion was made to move this forward to the next meeting. Motion was seconded and approved unanimously.

- c. Appropriation For Sanitation Single Stream Recycling – Director Russo stated that this appropriation was approved by the Sanitation Commission. There are 2,200 customers in the sanitation district. There are presently 250 residences that participate in the single stream recycling pilot program. Their taxes will not be raised or effected. Residents will be given the option to purchase a smaller garbage container which will cost less in sanitation taxes.

The January Council meeting will be discussing the \$120,000.00 appropriation out of the sanitation general fund. This will be a purchase of 2,000 90 gallon recycling containers. The goal is to environmentally get the material to the right place and to financially lower the cost of overall waste being hauled to Lisbon. Every ton that is brought to Lisbon, cost \$70.00. This will be significantly less when the single stream recycling is put into place for the whole district. It is believed that in 2 years or less the purchase price for all containers will be reimbursed by the amount that will be saved with the single stream recycling.

- d. Appropriation For Shooting Range At Reservoir – Director Russo stated that Deputy Director Holden met with the previous Deputy Director Dobmeier in regards to the shooting range project. Deputy Director Holden stated that Brooks Acoustics Corporation went out and did some testing around the residential neighborhoods near the shooting range. They found that the noise level was above the maximum level allowed at a couple locations and have designed some remediations to reduce those levels. One option required relocating the building and the other option required relocating the orientation of the shooting range by building a twenty foot earth and berm to reduce sound waves and then soundproofing the wall on top of that. This would reduce the sound levels by about 15 decibels which is about 75% sound reduction in most locations. Director Russo offered to have the firm present at the Council meeting for any questions that may arise.

One of the commissioners made a motion to move the appropriation to the Finance and Government Committee. Motion was seconded and approved unanimously.

- e. Strategic Planning For Parks Bond – One of the commissioners brought up the fact that Pat Kidney Field and the 6 new fields should be first on the priority list for renovations. Director Russo believes that there should be a building committee assigned to work on projects as large as Pat Kidney Field.

Director Russo stated that discussing small projects with the commission such as removing the fountain at Spear Park can be done without a building committee. He asked the commission to take the packets home to absorb the information. In the future, he will prioritize a list of what is considered “small projects” which can be discussed as a commission without having a building committee.

The process starts with hiring a firm for professional services and having a briefing between the firm and the committee every few months to keep everyone on board with the process and the scope of work.

A motion was made to have Public Works Department look at the 6 grass fields as well as Pat Kidney Field as priority and then come back with an update. Motion was seconded and approved unanimously. A second motion was made to send the update to Finance & Government so that it can be modified. Motion was seconded and approved.

- f. Professional Services Ordinance – The professional services ordinance will be added to the next agenda and discussed at the next meeting.
- g. Meeting Times For Public Works & Facilities Commission – The Public Works & Facilities Commission met on the second Wednesday of every month in the past. A motion to accept the same schedule this fiscal year was made. Any changes to the schedule will be made closer to the original meeting date. Motion was seconded and approved unanimously.
- h. Building Permit Refunds–
 - Trinity Solar, \$514.36 – approved.
 - Musco Propane, LLP, \$15.26 – approved.
 - Permit Services, LLC, \$43.78 – approved.

Director Russo stated that the refunds are for the contractors that come in to the Building Department to pull permits. If the work later gets cancelled by the owner of the location of proposed work, the applicant requests that the permit fee be refunded. A motion was made to approve all three building permit refund. The motion was seconded and approved unanimously.

OLD BUSINESS:

- a. October & November 2015 Public Works Overtime Report – Director Russo stated that this is provided monthly just in case there are any questions. He also stated that if any issues are brought up to the commissioners from the public that they can just email or call him so that it can be addressed.
- b. October & November 2015 Building Permits – The commission reviewed their October & November 2015 building permits.

OTHER:

- a. October & November 2015 Monthly Report – Highway Division – The commission reviewed their October & November 2015 monthly report for Highway Division.
- b. October & November 2015 Overtime Report – Parks Division – The commission reviewed their October & November 2015 overtime report for Parks Division.

It was brought up by one of the commissioners that the consideration of pursuit of this commission being the building committee for the parks bond should be added to the next agenda. If it is decided that the commission would like to take on the responsibility, it will have to go to the General Counsel Commission.

As there was no further discussion, the Public Works & Facilities commission meeting was adjourned at 8:54 P.M.